

Susan H. Cipperly, Town Planner

1. Attended: Staff budget meeting – August 15
Town Meeting - August 20
Planning Commission - August 27
2. Reviewed and commented on materials for Planning Commission agenda – Homes for America Site Plan Application. Provided materials to Planning Commission for their review. Conferred with engineering firm re: plans.
3. Prepared the Community Legacy program application and submitted it to the Department of Housing and Community Development by August 2, 2012.
4. Prepared and distributed Request for Proposal for Emmitsburg Square Design project (Heart of the Civil War Heritage Area grant).
5. Prepared Sustainable Community and Community Legacy materials for meeting with Sustainable Communities Work Group re: Community Legacy program on 8/15/12.
6. Attended Taneytown Business Breakfast on August 10, 2012.
7. Prepared a scope of work for a housing study and presented at August 20, 2012, town meeting.
8. Traveled to Frederick County IT office to meet re: addressing for Town parks for emergency purposes, in particular.
9. Attended Heart of the Civil War and Tourism meeting, which included 3 Maryland Counties, Adams County, PA, National Park, and others to discuss 150th events and marketing the region, in general, on August 23, 2012.
10. Discussed plans for Lot 7, Emmitsburg East Industrial Park II, with Fox & Associates, and Dave Haller on August 23, 2012. Preparation for Planning Commission submittal.
11. Supervised permit and enforcement. Code enforcement/incident report highlights – pot-bellied pig living on W. Main (animal control involved via complaint), loud party complaint, W. Main, and typical mowing issues throughout the town.